



Employing Minors Under Age 14 in Non-agricultural Jobs

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Listed below are the steps you must follow in Washington State to employ a worker under the age of 14 in non-agricultural jobs. You must follow this process in order to comply with state law ([RCW 26.28.060](#)). This requirement does not apply to children employed as actors or performers in film, video, audio or theatrical productions. See [Theatrical Employment](#) under [TeenWorkers.LNI.wa.gov](#) for steps for hiring youth in these settings. Newspaper carriers are also excluded.

If you are an employer covered under the federal Fair Labor Standards Act (FLSA), a variance to employ anyone under 14 is not possible. To determine if your business is covered under the FLSA, go to www.dol.gov/esa/regs/compliance/whd/hrg.htm#2, the U.S. Department of Labor web site, or call U.S. DOL at 206-398-8039 or toll free 1-866-487-9243.

Process for applying to employ a worker under age 14:

1. Obtain court permission to employ a minor under the age of 14 from a Superior Court judge for the county in which the prospective employee lives. Check with the court regarding their procedures and filing fees.

Fill in the appropriate employer and minor information on these two forms before submitting them to the court:

- [Employer Petition to the Court for Minor Work Permit Under Age 14](#)
- [Court Form Granting Permission for Employment of Minors](#)

They are also available on the Department of Labor and Industries (L&I) web site at [TeenWorkers.LNI.wa.gov](#), under “Forms and Publications.”

2. Obtain a Minor Work Permit endorsement on your Master Business License by completing the [Master Application](#) through the Department of Licensing at www.dol.wa.gov/forms/700028.htm. The endorsement is necessary for hiring anyone under age 18. It is necessary to file a full application in order to request the endorsement; a separate minor work permit endorsement must be obtained for **each** workplace location at which minors will be employed. You must post your Master Business License with current minor work permit endorsement, and the endorsement must be renewed annually.

Contact the state Department of Licensing at 360-664-1400, or any L&I office listed in the government or white pages of your phone book, for more information about filing the application. To find a local office, please go to www.LNI.wa.gov/ and click on “Office Locations.” You can also contact L&I’s Employment Standards section at 360-902-5316.

3. Send a copy of the signed court order and a completed [Variance Application Form](#) and the [Parent/School Authorization Form](#) to the L&I office listed on the next page.

Employment Standards Program
P.O. Box 44510
Olympia, WA 98504-4510

– OR –
By fax to 360-902-5300

After you complete these steps, and L&I approves the forms, the employee may begin work. Be sure you know the following requirements:

- Employers are required to pay any worker under the age of 16 at least 85 percent of the state's minimum wage ([WAC 296-125-043](#), Minimum Wages--Minors).
- The hours of work are those permitted under WAC 296-125-027 for minors under the age of 16. A chart listing these hours can be found at [TeenWorkers.LNI.wa.gov](#) under "Hours of Work."
- The prohibited duties listed for all minors and for those under the age of 16 apply. They can be found at [TeenWorkers.LNI.wa.gov](#).

More information

All L&I forms mentioned in this fact sheet are available to be downloaded and printed at [TeenWorkers.LNI.wa.gov](#) under "Forms and Publications." The direct links are:

Employer Petition to the Court for Minor Work Permit Under Age 14
www.LNI.wa.gov/Forms/pdf/700118af.pdf

Court Form Granting Permission for Employment of Minors
www.LNI.wa.gov/Forms/pdf/700119af.pdf

Variance Application Form
www.LNI.wa.gov/forms/pdf/700076af.pdf

Parent School Authorization Form
www.LNI.wa.gov/forms/pdf/700002af.pdf

If you have questions, please contact us at 360-902-5316 or by e-mail at teensafety@LNI.wa.gov.

Visit the L&I web site at www.LNI.wa.gov

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